

## EJ IWG Public Participation (PP) Committee Meeting NOTES

NOTES FROM January 11, 2017 Meeting are in red

### MEETING GOALS:

brainstorm ideas to highlight EJ IWG and Agency annual reports; discuss follow-up items from FY2016 committee goals; brainstorm opportunities in first 3 to 6 months to implement FY2017 goals

### AGENDA

1:00 pm Roll Call / Welcome

1:05 pm FY 16 EJ IWG and Agency Accomplishments Reports – brainstorm plan to highlight reports

Timeline: Reports should be posted by mid-February

- PP Committee agreed that for the EJ IWG's 1<sup>st</sup> annual progress report based on the Framework we should put out a press release in addition to blog posts. Cynthia/Marsha will mention this at the next EJ IWG meeting. DOI/FWS – Kim said her agency will put out a press release for its annual EJ report.

1:20 pm **FY 16 PP Committee Accomplishments (Draft) –**

Here's what we have done:

1. EJ IWG Factsheet:
  - Prepared and issued updated factsheet
  - Translated into five languages  
(English/Vietnamese/Chinese/Spanish/Portuguese)
  - **Can we POST** all five translations on EJ IWG webpage **by Feb 1, 2017**
- Cynthia, Marsha, Amy, and Laura will coordinate to get all of the Factsheet translations finalized so that Kevin can post them. [Laura has provided the final Spanish version of the text. Marsha is checking to see if EPA has contacts that can do a quick review of the Vietnamese/Chinese/Portuguese versions.]
2. Developed EJ IWG Logo and tag line (Accessible, Aware, Accountable)
3. Developed Public Engagement Form for EJ IWG meetings (Community Spotlights)
4. Developed Online Directory of EJ IWG membership on EJ IWG webpage –

## EJ IWG Public Participation (PP) Committee Meeting NOTES

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### ***Can we POST IT by Feb 1, 2017?***

- Marsha indicated that the Online Directory of EJ IWG membership has been posted.

5. Efforts to support other EJ IWG committees or events??
6. Other items ???

1:30 pm      **FY 17 Goals (Draft)** – Any events activities coming up we should utilize to advance these goals?

1. Implement strategy(ies) to address the “**Digital Divide**”<sup>1</sup>
  2. Focus on **prioritizing in-person outreach efforts through** community visits and public dialogue sessions that solicit feedback from residents directly experiencing environmental impacts. (see Framework FY2016 priorities)
  3. Enhance EJ IWG **Website Presence** & highlight our tagline “Accessible/Aware/Accountable”  
(<https://www.epa.gov/environmentaljustice/federal-interagency-working-group-environmental-justice-ej-iwg>)  
Articles, blog posts,
- **EJ IWG’s website should have feature stories during the year. One example could be the EJ IWG demonstration project for Albuquerque, NM Kim is working on.**

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<sup>1</sup> NOTES FROM PRIOR MEETING RE: **DIGITAL DIVIDE** →

- 1) **Diversify** – overarching theme - we need to be diverse in our efforts and not rely on just on means of reaching communities
- 2) **Minority Radio Stations** – in addition to Black syndicated radio stations reach out to newspapers, etc; also need to reach Hispanic radio stations, etc
- 3) **Direct outreach to community leaders** –
- 4) **Congressional Hispanic Caucus Institute** and other contacts in Hispanic community
- 5) **Social media & “Influencers”** – “Influencers” or “amplifiers”) are people with established/trusted social media presence that have significant following already (ie. 70,000 people). When you partner with them, they can help you reach folks on Twitter, Facebook, etc.
- 6) **Schools** – do not forget to reach out to schools
- 7) **Native American / Indigenous Peoples** – Outreach is government-to-government, but for EJ it is also grassroots. We need to be sensitive about how this is done. We need to connect with the EJ IWG NA/IP committee to make sure we are incorporating the diverse means of communication that will be most effective. We want to be aware of existing contacts – for example, the White House has Tribal Nations contacts because of conferences that have been held.

## **EJ IWG Public Participation (PP) Committee Meeting NOTES**

4. Next Step from EJ IWG Principals' meeting - ***Support the establishment of community revitalization advisory boards***  
**Will revisit at a later date**
  5. Review EPA's National EJ Advisory Council meeting notes for relevant feedback/recommendations for PP Committee
- We took a few minutes to brainstorm a list of upcoming events or activities our committee should be aware of for 2017 to help advance the PP Committee's FY 2017 goals:
- After EJ IWG Committees finalize their goals, Marsha & Cynthia will send a request to all EJ IWG committee chairs/co-chairs for a list of activities/events that might involve community engagement or events we need to be prepared to publicize. **Cynthia/Marsha will mention this at the next EJ IWG meeting.**
  - Kim mentioned NAACP regional conference (putting focus on EJ) – Is this the Baltimore July 22-26, 2017 conference I have added?
  - Kim mentioned – Energy Solutions for Low-income Communities is forming an interagency working group; check for events [“Interagency Collaborative on Energy Solutions for Low Income Communities” effort lead by DOE]
  - Marsha suggested checking with Stan Buzzelle regarding Goods Movement Committee - port communities activities/events
  - Will check with Regional IWG Committee about webinars scheduled (2<sup>nd</sup> Thursdays @ 1pm) so they can be added to our calendar
  - Add any other EJ IWG committee events, Agency events, EJ stakeholder events, etc.
  - Below is a list of events to start with (Is there calendar feature in Max.gov we can use?):

DATE	EVENT	LOCATION	NOTES
2017-02-11 through 2017-02-30	<b>EJ IWG Progress Report</b> and various Agency <b>Annual Implementation Progress Reports:</b> <ul style="list-style-type: none"><li>• Posted online</li><li>• Blog posts and press release for EJ IWG report</li></ul>	online	DOI/FWS – Kim said they will put out a press release for its report.  PP Committee agreed that we should put out a press release for the EJ IWG's 1 <sup>st</sup> report. < -- <b>Cynthia/Marsha will mention this at the next EJ IWG meeting.</b>
2017-03	<b>EPA NEJAC</b> (National EJ Advisory Council) March ??	TBD	

## EJ IWG Public Participation (PP) Committee Meeting NOTES

2017-03-08	<b>National EJ Conference and Training Program (NEJC)</b> (Wed. March 8 <sup>th</sup> – Fri. March 10 <sup>th</sup> )	Washington DC  Washington Marriott at Metro Center 775 12th Street, N.W. Washington, DC 20005	<a href="http://www.thenejc.org">www.thenejc.org</a>
2017-04-22	<b>Earth Day</b> (Sat. April 22 <sup>nd</sup> )		
2017-05-03 through 2017-05-06	<b>10<sup>th</sup> Annual Conference On Health Disparities:</b> A National Dialogue For Building Healthy Communities (Wed. May 3 <sup>rd</sup> – Sat. May 6 <sup>th</sup> 2017)	New Orleans JW Marriott New Orleans 614 Canal Street New Orleans, LA	Register at <a href="http://www.nationalhealthdisparities.com">www.nationalhealthdisparities.com</a>
2017-07-22 through 2017-07-26	<b>NAACP 108<sup>th</sup> Annual Convention</b> (some focus on EJ) Sat. July 22 <sup>nd</sup> – Wed. July 26 <sup>th</sup>	Baltimore, MD Baltimore Convention Center	<a href="http://naacpconvention.org/">http://naacpconvention.org/</a>
2017-10	<b>Children's Health Month</b> (October)		

1:45 pm      MAX. GOV

- Administrator for PP Committee: Cynthia Ferguson
- EJ IWG Committees will receive access instructions

1:50 pm      **Next Steps** – any additional next steps not previously discussed  
Send out request to committees regarding planned activities/events?

- Kim mentioned that it might be useful for the EJ IWG to develop language Agency staff could use in their performance plans and performance evaluations to help describe their work as a member of the EJ IWG if they would like to some general language that they could modify to fit their specific participation in the EJ IWG. Marsha indicated that this task fits best with the Strategy and Implementation Committee.

1:55 pm      **Next meeting** is January 25<sup>th</sup>

## **EJ IWG Public Participation (PP) Committee Meeting NOTES**

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### **Team Members**

- Marsha Minter (EPA/Co-chair)
- Kevin Olp (EPA)
- Laura Godfrey (GSA)
- Christy Jackiewicz (GSA) – ad hoc / as relevant issues arise
- Bianca Norman (GSA) – ad hoc / as relevant issues arise
- Amy Vance (DHS)
- Kim Lambert (DOI)
- Lauren Meredith (DOI/USBR)
- Cynthia Ferguson (DOJ/Co-chair)

### **Committee Purpose**

"This committee will develop listening sessions and other similar opportunities for the Interagency Working Group, federally recognized tribes, and other members of the public. It will propose venues and agendas, and facilitate participation by Federal agencies and members of the public. The committee will also help coordinate responses to public input." EJ IWG MOU Charter (Nov. 18, 2014), p. 3; *see also* Executive Order No. 12898 (Feb. 11, 1994), Section 5-5.

### **Suggested Committee Permanent Responsibilities/Functions**

- (1) Keep EJ IWG fact sheet and web page current
- (2) Make EJ IWG banner pop-up/table cloth (or other materials) and ensure available for public events
- (3) Request articles and/or ideas for EJ blog posts (**Quarterly**)
- (4) Schedule and manage/lead (?) **quarterly** public conference calls
- (5) Create a template for other EJ IWG committees to request our services/blog (always make a request at monthly EJ IWG meetings)
- (6) Facilitate translation of EJ IWG documents
- (7) Develop consistent engagement process for the public with the EJ IWG
- (8) Other activities ( Newsletter/Social Media/Press Releases/ NEJC Conference)

### **Meeting Schedule**

The EJ IWG Public Participation Committee **meets on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of each month at 1:00pm.**